

**The Greene School
BOD Meeting Minutes
October 16th, 2013
7 PM**

Call to order: Meeting began at 7:01PM

Members present: Karen, Laura, Christa, Kurt, Jen, Dick, David, Amy, Jim and Kelly

Nonmembers present: Steve Nardelli, Deanna Duncan, Lisa Cash and Meghan Dutton

Reading of the Mission Statement

Welcome S. Nardelli from the League of Charter Schools and M. Dutton, teacher, to speak on mindfulness

Meghan presented first:

Ms. Dutton is one of two special education teachers at the school and she also has been trained in mindfulness

This is the first year it is being used in our wellness program- it has been implemented in our learning community

Mindfulness is a current movement in education, even globally

Jon Kabat- Zinn- founded mindfulness based stress reduction 30 years ago and it basically means to be in the present and attentive to the present moment without judgement

It has shown significant impacts on the learning of students to help them to listen and practice- better test scores, less anxiety and better coping strategies.

There seems to be a positive acceptance of the techniques at the school and Ms. Dutton has been surveying teachers and students to inquire about its impact. She has some information to share with the board and this will be circulated through Ms. Duncan.

Meghan Dutton left the meeting and Steve Nardelli spoke next.

19 charter schools now in RI, 17 in the League of Charter Schools

Steve feels charters provide quality education, great leadership, great staff , young people especially want to work in them because they feel empowered, parents feel valued.

Steve has 43 years in the education field, 20 as a teacher

He sees the League of Charter schools as an advocacy organization and he goes to the state house for every session and watches for negative legislation

He would like to see more collaboration between school nurses, special ed teachers, administration and guidance counselors within the charter school network

Transportation is a huge issue right now for charter schools he is planning to submit RFPs for charter school transportation – also working on better housing aid reimbursement- currently at 30%

He urged all of us to contact our local legislator to ask for equal housing reimbursement for charter schools. Steve Nardelli left the meeting.

Approval of September 18th open and closed meeting minutes.

Jen made a motion to accept the 9/18/13 open meeting minutes. Christa 2nd All agreed unanimously

Christa made a motion to accept the 9/18/13 closed meeting minutes. Kelly 2nd All agreed unanimously
Karen O'Neil abstained from the vote as she was not present at that meeting

Old Business: Agenda reorganized to discuss finance committee update first

1. Finance Committee update
 - a. Profit and loss statement: \$34,000.00 loss for last year,- not a cash loss, expenses and revenue both down and payroll is up. We still have reserves
 - b. We are starting to break down everything from wilderness, transportation , fields workto see how much it costs vs. how much we get. Looking at all components of the budget- our rent is more than most schools- we pay 5% towards our rent
 - c. Working on building the finance committee- especially a banker on the committee. They don't need to join the board- just stay on the finance committee.
 - d. We have received confirmation from RIDE that Randy Dittmar completed the final upload to UCOA with no errors.
 - e. Auditor General has the 2012 audit, but not the upload to UCOA
 - f. Met with the bank today in regards to applying for a corporate credit card
 - g. District billing- a few haven't paid for the first quarter yet
 - h. Call for agenda items for Finance Committee meeting in November
 - i. Karen working on the agenda
 - i. Audit update
 - i. Auditors have completed the on-site audit
 - ii. Bob Civetti will be presenting audit review in November to the Board
2. Head of School report
 - a. Dee's report has been circulated to the board prior to the meeting
 - b. Highlights include: Data dashboard is new- lots of conversation about this with the staff
 - c. Change in the shift in the demographics this year with current 9th grade
 - d. 49% of 9th grade is on FR Lunch
 - e. Low attendance at curriculum night – concerned Dee so she sent around a survey to find out why: results: 50% couldn't come due to conflict, 25% because of transportation, 25% didn't come because they feel they can just email teachers and they will email back
 - f. Renewal process: parents will need to participate in this as well- Dee working on finding a diverse group of parents to participate.
 - g. There will be a series in the Providence Journal about a student who is transitioning. The school will be mentioned in the articles.
 - h. School improvement meeting went well- two more sessions are scheduled
3. Facilities Committee update
 - a. Meeting with V. Wyman with URI, scheduled for Oct 25 at 1 pm
 - i. Dick, Amy and David will attend.
4. Personnel Committee update
 - a. Will need a COI audit of the Board
 - b. Their tasks will need to come from Dee
5. Fundraising Committee update
 - a. Marketing PowerPoint and tours
 - i. Christa will work on a powerpoint on how to host a tour
 - ii. Revive the auction or come up with a new major board fundraising event
6. Academic Standards Committee update
 - a. Committee plans to meet three times this school year
 - b. Dick made a motion to approve the student club policy to be included in the student handbook. Kelly 2nd. All agree unanimously.
 - c. Approve Student Club Policy
7. Governance Committee update
 - a. Board expectations and Application

- i. Has been circulated to the board by email prior to the meeting . Copies made for all board members.
 - ii. Much discussion ensued.
- b. Board member self- evaluation tool
 - i. Has been circulated to the board by email prior to the meeting. Copies made for all board members.
 - ii. Much discussion ensued.
- c. Elections next month
 - i. Up for reelection are: A Pratt, D Fletcher, P. Morse, D West, C Andrews, and K O'Neil
 - ii. All are aware that they need to provide notice to either Laura or Amy if they would like to remain on the board for another term.

New Business:

- 1. Review Board interview questions from RIDE renewal procedure
 - a. Amy and Laura will meet and work on the questions and we will discuss at the November board meeting in more detail.

At 9:10 PM, Christa made a motion to enter into Executive session pursuant to RIGL 42-46-5 (a)(1) (job performance: Head of School performance evaluation)- notice provided to affected individual. Laura 2nd. All agreed unanimously. Ms. Duncan was invited to stay in the meeting. Lisa Cash left the meeting.

Executive session ended at 9:22PM

We are now back in open session: No votes were taken in executive session

Kelly made a motion to seal the minutes from executive session. David 2nd. All agreed unanimously

Karen made a motion to adjourn the meeting. Amy 2nd. All agreed unanimously.

Meeting adjourned at 9:24PM